



COUNTY OF MERCER  
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Director, Workforce Investment Board

**YOUTH INVESTMENT COUNCIL MEETING**  
**Administration Building – 640 S. Broad St.**

**Meeting Minutes ♦ February 28, 2013**

**Attendance:** Mary E. Burks, Kendra Lee, Nina Melker, Rakima Stokes-Little, Nancie Dent,  
Robin Rapport, Lucille Jones, Virgen Velez  
**Staff:** Beverly Mills

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The meeting was opened by Nina Melker, YIC Chair with introductions.

Approval of December 18, 2012 Minutes – (Committee)

- Kendra moved to approve minutes with the condition to correct the spelling of Mr. Burros' name to be changed to Burroughs. The motion was seconded by Robin.

One-Stop Monthly Report – (Kendra Lee)

- Kendra reiterated contracted youth services (ages 14-21) are for in-school youth (juniors/seniors) and out-of-school youth.
- Information for PY 11 and PY 12 regarding how many graduated, obtained employment or went on to post-secondary education was not all compiled as of this meeting. By the next meeting it should be available.
- For this current PY 12 for In-School youth Mercer Junior/Senior has already exceeded their level of service and has just certified one more.
- Parents are still reluctant to offer financial information which effects youth participation. Mary Burks will invite parents to explain why this is necessary and non-threatening. Hopefully by mid-March there will be seven more students participating.
- Henkels & McCoy prepares out-of-school youth for job search and employment opportunities for internships in the public and private sectors. The focus is to update the skill levels and resumes of these youth. One Stop is looking for 12 week internships @ 20 hours per week. The number of youth that will be served by Henkels & McCoy is more likely to be 35 instead of 16 currently noted.
- Youth is looking to be placed in the culinary field, office work, warehouses and retail – a full range of career choices is being sought.
- Individual Training Accounts for PY 11 and 12 – for PY 12 enrollments are already at 12 and will most likely exceed the enrollments for PY 11
- Youth Employment Partnership is through Henkels & McCoy – ideally the vendor provides work experience placements but if this proves too difficult will try to engage in an internship that will hopefully lead to an OJT.

- There's currently no word on a summer youth employment program
- The return on investment for Six Flags was great – Virgen is waiting for county administration to approve transportation costs for this year. She should hear back soon.

Virgen mentioned that the committee should start looking at services for the next RFP. The current contracts are for one year and the One Stop would like to go back to two year contracts. Around April/May of this year the committee should look at the outcomes from last year (and previous year) as a gauge of what we will require from vendors. Example: Based on roughly same amount of funding do we want to offer the same amount of funding to in-school as out-of-school youth programs? We'll need to look at the aggregate and compare along with information from vendor monitoring reports.

Nina and the committee agreed to rely on the recommendations from Virgen and Kendra. Bev recommended the committee devote either the April or May meeting just for discussion about the RFP – the committee agreed.

#### Youth Symposium – (Committee)

- Plans for the Youth Symposium are going well – target population is 11<sup>th</sup> and 12<sup>th</sup> graders with the purpose to expose them to occupations within NJ Talent Networks
- Nina, Bev and Maribel are on the agenda for the May 3<sup>rd</sup> Superintendent's meeting hosted by Sam Stewart
- Virgen mentioned the One Stop has an ongoing relationship with Lawrence and Ewing. Nina will reach out to Hamilton and Bev volunteered to reach out to Hopewell Valley. Lucille attends monthly CNC meetings and will take information to these meetings
- Issue may come down to numbers – if many schools are interested they may need help with how to fund transportation to get the youth there
- Nina suggested checking with Trenton Education Foundation regarding subsidizing transportation costs – Kendra also suggested "FAST" (Jacqueline Beverly) as they support youth programming
- Either WIB or committee members (representing the specific sector) would be designated to work with the Talent Coordinators
- Nina requested the March agenda include a review of each seven talent networks – we need people to assist each Talent Coordinator
- Sam Frisby is looking into availability of Maurice Coleman – Kendra did not have a chance to research availability of Paul Burroughs but will do so if Maurice is not available. Sam will ask about availability on either October 8, 9 or 10
- Committee will also check whether HESPA re-take testing conflicts with either of these dates

#### Announcements:

Mary Burks reported a very successful Career Opportunities Fair – the One Stop, MCTS and DVR were present along with WIB members from Firmenich and Shiseido (who sponsored the lunch).

**Next YIC Meeting: Tuesday, March 26, 2013 @ 9:00 AM – Mercer County Admin. Building, Room 211**